

FREDERICK COUNTY PLANNING COMMISSION  
Minutes of Meeting for  
June 8, 2016

See video for further meeting details: <http://frederickcountymd.gov/5956/Video-Archives>

The meeting was called to order at 9:33 am.

Members Present: Bill Hopwood, Chair; Anthony Bruscia, Vice-Chair; Bob White, Secretary, Audrey Wolfe; William Hall; Sharon Suarez; Carole Sepe

Staff Present: Steve Horn, Division Director; Jim Gugel, Planning Director; Shawna Lemonds, Development Review Director, Kathy Mitchell, Assistant County Attorney; Denis Superczynski, Principal Planner, Ron Burns, Transportation Engineer, Mike Wilkins, Principal Planner, Charles Freeman, Traffic Engineer, Anne Light, Administrative Assistant

**1. PLEDGE OF ALLEGIANCE**

**2. MINUTES TO APPROVE**

May 11, 2016 - Mr. White made a motion to approve. Mr. Bruscia 2<sup>nd</sup>

<u>VOTE</u>	<u>7-0-0</u>
FOR:	7- Hall, White, Hopwood, Bruscia, Wolfe, Suarez, Sepe
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

**3. AGENCY COMMENTS / AGENDA BRIEFING**

Mr. Gugel advised the agenda for July 13<sup>th</sup> has 5 development review and 2 general planning items. Planning items will be a revision to the priority funding area mapping and the first DRRA amendment. An acknowledgement and appreciation plaque for 10 years of service was presented to Audrey Wolfe who is stepping down at the end of her term as a planning commission member.

**4. PLANNING COMMISSION COMMENTS**

An update by Mr. White on Livable Frederick provided an insight into the 2 tiers of effort and public vision. A request by Ms. Suarez that the appointed group and/or contractor for Livable Frederick meet with the commission for a briefing regarding their research as it pertains to the comprehensive plan.

**5. SITE PLAN**

a) Casabella Commons Concept Plan

The Applicant is requesting Concept Site Development Plan approval for a Village Center mixed use development of four structures (expansion of 2 existing buildings and construction 2 new buildings) to include 12,600 s.f. of office and retail uses, a 4,400 s.f. nursery school, and two residential apartments (3,600 s.f. total) located on a 2.3-acre site. Located on the west side of Urbana Pike adjacent to and south of, Urbana Elementary. Tax Map 96, Parcels 28, and 96-98; Zoned: Village Center (VC); Region: Urbana; File: SP-06-04, AP 16307

**Staff Presentation**

Denis Superczynski, Principal Planner

**Applicant Presentation**

Mr. Borgenio and Mr. Hines

**Public Comment**

none

**Decision:**

Mr. White made a motion to approve, 2<sup>nd</sup> by Ms. Suarez

I move that the Planning Commission **APPROVE** Concept Site Development Plan #SP06-04 (AP-16307) for the proposed **Casabella Commons** with conditions as specified in the Staff Report.

<u>VOTE</u>	7-0-0
FOR:	7- Hall, White, Hopwood, Bruscia, Wolfe, Suarez, Sepe
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

**6. 2015 ANNUAL REPORT**

Staff will present the 2015 Annual Planning Report, which highlights planning activities of the Division and development activity that occurred during 2015. The report will be presented for the Planning Commission's approval to forward to the Maryland Department of Planning.

**Staff Presentation**

Jim Gugel, Planning Director

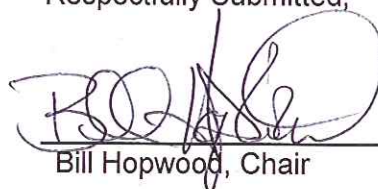
**Decision:**

Mr. White made a motion to approve, 2<sup>nd</sup> by Mr. Bruscia

I move that the Planning Commission approve the annual report and to forward to the MDP.

<u>VOTE</u>	7-0-0
FOR:	7- Hall, White, Hopwood, Bruscia, Wolfe, Suarez, Sepe
AGAINST:	0
ABSTAIN:	0
ABSENT:	0

Meeting adjourned at 11:15 am  
Respectfully Submitted,

  
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Bill Hopwood, Chair

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Date

1-13-16